

## UPDA Meeting Minutes 4-7-11

\*Those of us who haven't already need to send Lisa our Bio info for the website

\*Please send Ashley updates for the website

- 1) NPA meeting recap
  - a. Need better one-on-one communication with post-docs
  - b. Introduce UPDA at the Peter Fiske seminar next week
  - c. Sept. 19-23 = National Postdoc Week
    - i. Happy hour
    - ii. Other events?
    - iii. Advertise heavily
- 2) Postdoc Handbook
  - a. Laura will send out a Unite Link
    - i. We can all contribute info to that, then compile into a book
  - b. Look @ UPenn website for suggestions
  - c. Consider issues specific to international postdocs
- 3) June Social Event
  - a. June 18<sup>th</sup>, Saturday
  - b. Sunnyside park
    - i. \$40 reservation fee for pavilion
      1. Nelly will reserve
  - c. Costco trip
    - i. Ashley and Laura will go
    - ii. We will provide burgers, dogs, etc.
  - d. Pot luck style – have everyone bring a dish to share
  - e. Ashley will ask Jeremy to make a poster to advertise
- 4) Leadership Certificate
  - a. Laura's office is offering a program in conjunction with HR
  - b. Every Tuesday, June 7<sup>th</sup> – July 5<sup>th</sup> 11:30 – 2:00
  - c. Lunch included
  - d. Registration will open in the next week or two
- 5) Next Social
  - a. Sept. during National Postdoc week
- 6) Next UPDA board Meeting
  - a. Let's schedule meetings every 8 weeks through the fall
    - i. Thursday's 11:00 – 1:00, starting June 9<sup>th</sup>
- 7) Faculty Awareness
  - a. We need to try to increase faculty awareness of UPDA
- 8) Survey
  - a. Vanessa and Timothy will develop questions
    - i. We will approve them at the June 9<sup>th</sup> meeting, then send the survey out